



WASHOE COUNTY

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CM/ACM _____

Finance _____

DA N/A

Risk Mgt N/A

HR N/A

Other N/A

STAFF REPORT

BOARD MEETING DATE: September 9, 2014

DATE: August 25, 2014
TO: Board of County Commissioners
FROM: Lori Cooke, Sr. Fiscal Analyst, Manager's Office
(775) 328-2072, Lcooke@washoecounty.us
THROUGH: Al Rogers, Management Services Director
SUBJECT: Notification of a budget adjustment made in order to accommodate travel expenditures in excess of the original budget, but within the Manager's Office – Emergency Management program approved budget for fiscal year 2014-2015 [no fiscal impact]. (All Commission Districts)

SUMMARY

In accordance with County Code section 5.356 this report provides the Board with notification that budget adjustments are made in order to accommodate travel expenditures in excess of the original budgets, but within the individual Department's total budget.

Washoe County Strategic Objective supported by this item:

Sustainability of our financial, social and natural resources; and
Valued, engaged employee workforce

PREVIOUS ACTION

May 19, 2014, the Board approved the Washoe County 2014-2015 fiscal year budget.

BACKGROUND

Per County code section 5.356, Department Directors and Elected Officials are allowed to reallocate money within their budgets to cover travel expenses with the approval of the Finance Director. The action is to be reported to the County Manager and the Board of County Commissioners at the regular meeting and recorded in the minutes.

The Washoe County Emergency Manager through the Management Services Director requested to amend the travel budget in the Manager's Office- Emergency Management Program to accommodate various travel requests that are anticipated to occur over the

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course of the grant period. These were unanticipated travel expenditures. Unspent budget will be reduced in the Manager's Office – Emergency Management Program (Internal Order: 11119-701110) and will be increased in the travel budget in Manager's Office - Emergency Management Program (Internal Order: 11119-711210) in the amount of \$3,000.

FISCAL IMPACT

No fiscal impact only a re-allocation of the adopted budget.

RECOMMENDATION

It is recommended that the BCC be notified of a budget adjustment made in order to accommodate travel expenditures in excess of the original budget, but within the Manager's Office – Emergency Management program approved budget for fiscal year 2014-2015.

POSSIBLE MOTION

Move to accept the notification of a budget adjustment made in order to accommodate travel expenditures in excess of the original budget, but within the Manager's Office – Emergency Management program approved budget for fiscal year 2014-2015.